

**PODIATRIST AFFILIATED CREDENTIALING BOARD
FEBRUARY 22, 2005 MEETING MINUTES**

PRESENT: Drs. Ian Furness, Lisa Reinicke, P. Michael Jacobs; Debra Truckey.

STAFF PRESENT: Tom Ryan, Bureau Director; Kelly Niesen, Program Assistant; Tina Horton, LTE; Eric Callisto, DOE Administrator (portion of meeting); Dennie Petersen, DOE (portion of meeting).

CALL TO ORDER

Lisa Reinicke, called the meeting to order at 9:04 a.m.

APPROVAL OF AGENDA

MOTION: Ian Furness moved, seconded by Debra Truckey, to approve the agenda as drafted. Motion carried unanimously.

APPROVAL OF MINUTES OF SEPTEMBER 14, 2004

MOTION: Debra Truckey moved, seconded by P. Michael Jacobs, to approve the minutes of the previous meeting as drafted. Motion carried unanimously.

**ELECTION OF OFFICERS
BOARD DELEGATIONS: PANELS AND LIAISONS**

Officers remained the same - Ian Furness, Secretary; P. Michael Jacobs, Vice Chair; Lisa Reinicke, Chair; Debra Truckey, Public Member

SCREENING – Ian Furness (replacing Lisa Reinicke), Debra Truckey. Due to schedule conflicts, it was requested that the screening dates be changed. Dennie Petersen appeared and agreed to move the screening process from Tuesdays to Wednesdays at 8:30. Therefore the March 29th, 2005 meeting is changed to March 30th, 2005, the April 26th, 2005 meeting is changed to April 27th, 2005, and the June 28th, 2005 meeting is changed to June 29th, 2005, and so on. Lisa Reinicke will fill in for Ian Furness at the June 29th meeting as he will be unable to attend. Dennie Petersen will put the new schedule together and mail a copy to the members.

CREDENTIALING LIAISON – Lisa Reinicke

ADMINISTRATIVE REPORT

HOTEL POLICY – The Bureau Director informed the Board that they are responsible for cancelling hotel rooms that the Department reserves for them if they come back as a no-show. If they do not show and do not cancel the room, the Department's policy is to bill the Board member for the cost of the room.

TRAVEL POLICIES – The Bureau Director referred to materials in the agenda packet as he reviewed in-state and out of state travel policies, expense and per diem reports. He reminded the Board that they are limited to one Department-funded out of state travel event each year.

CHANGE TO CODE BOOK PRINTING AND MAILING PROCEDURE

Code books are now on website for Board members to print. Hard copies and CD ROMS are available through DOA Document Sales for purchase. The change is a result of budget cutbacks. The new procedure will save staff time and paper cost.

PROPOSAL FOR REMEDIAL EDUCATION OPTION TO THE CASELOAD MANAGEMENT SYSTEM AND COMPLAINT RESOLUTION OPTIONS – ERIC CALLISTO, ADMINISTRATOR, DIVISION OF ENFORCEMENT

Eric Callisto, DOE Division Administrator, introduced himself, then provided a revised draft of the proposal to replace the agenda copy.

MOTION: Ian Furness moved, seconded by Debra Truckey, to accept the proposal for the Remedial Education Option. Motion carried unanimously.

The Board requested Eric Callisto to show them an example of this process from one of the other boards. Eric returned with four examples for their review.

DISPENSING OF CONTROLLED SUBSTANCES FOR THE TREATMENT OF PAIN – DEA INTERIM POLICY STATEMENT – BOARD CONSIDERATION

The Board took no action on this item.

INFORMATIONAL ITEMS

Noted.

CLOSED SESSION

MOTION: P. Michael Jacobs moved, seconded by Debra Truckey, to CONVENE TO CLOSED SESSION to deliberate.

The Board convened into closed session at 9:58 a.m.

RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

MOTION: P. Michael Jacobs moved, seconded by Ian Furness, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 12:34 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION
OF VOTING IS APPROPRIATE**

MOTION: P. Michael Jacobs moved, seconded by Debra Truckey, to close case 01 POD 009 as recommended. Motion carried.

MOTION: Ian Furness moved, seconded by Lisa Reinicke, to close case 02 POD 004 as recommended. Motion carried. P. Michael Jacobs abstained from deliberation of voting.

MOTION: Ian Furness moved, seconded by Lisa Rinicke, to validate the failed oral exam performed in closed session. Motion carried.

ADJOURNMENT

MOTION: Lisa Reinicke moved, seconded by Ian Furness, to adjourn the meeting. Motion carried.

Meeting adjourned at 12:37 p.m.

Next Meeting May 24th, 2005.